



MEMORANDUM

TO: MAYOR AND MEMBERS OF TOWN COUNCIL
FROM: BOB FLETCHER, ATM ENGINEERING
SUBJECT: ENGINEERING UPDATE
DATE: APRIL 6, 2010
CC: ANTHONY W. BARRETT, TOWN MANAGER

Facilities/Asset Management Update:

- Julie Bulger, Melvin Hamilton, Mac Patterson and James Ayers participated in the May River Clean up.
- Plans for B&G facility submitted for OCRM and DRC permits.
- Special Events ordinance adopted on final reading.
- Processed five (5) Special Events applications.
- Working with PALS on recreation issues in Bluffton.
- Researching Old Town "Ghost" Streets and developing recommendations for resolution.
- Progressing on plan to cost effectively relocate staff out of leased space by April 2011. A used storage container was purchased to store items currently housed at 51 Wharf St. in preparation for that building's demolition. This will save storage rental fees.
- Making repairs and upgrades to Town facilities per procurement code and within budgetary restraints.

Engineering Update:

- Engineering Website: Added Law Enforcement Center.
- Completed FY11 CIP review with Planning Commission. Planning Commission recommendations will be included as part of the Council FY11 review, fiscal, and funding approval process.

CIP Update:

Old Town Improvements

May River Road/Bruin Road Streetscape: Construction Phase

- Contractor is addressing punch list items.
- Staff is waiting final approval from SCDOT on administration of Transportation Enhancement Grant. Administration application now at the SCDOT district office in Charleston.

Wayfinding: Design Phase

- The design consultants produced several sign design options which are currently under review.
- A decision on the path forward is expected shortly with the first phase priority being the street signs and informational signs in the Old Town district, whose construction will be grant-funded.

Town Facilities

Law Enforcement Center: Construction Phase

- Obtained building permit, ARB approval, and public project authorization to proceed.
- Passed erosion control inspection and held pre-construction meeting.
- Started construction work including erosion control, earthwork, and utility-related activities.

Buildings & Grounds Relocation: Design/Construction Phase

- DRC review satisfactorily completed. Minimal comments were received and are being addressed.
- OCRM permit was submitted March 8, 2010. It was placed on the 10 calendar day public notice March 25, 2010.

Sewer & Water

Buck Island Sewer (Phase 1): Design Phase

- Met with multiple landowners, acquired additional easements, handled condemnation issues.
- Obtained public project authorization to proceed; Worked with LCOG on construction contract release.

Buck Island Sewer (Phase 2): Design Phase

- Completed civil engineering design for both sewer & water
- Continued work on survey plat preparation & identification of easement parcels.

Buck Island Sewer (Phase 3): Concept Phase

- Prepared preliminary sewer routing plan and project budget to serve southern Simmonsville, Douglass, Little Possum, and Possum Point.
- Submitted Request for Application under CDBG program in the amount of \$500,000 to State via LCOG
- Coordinated with LCOG and Town Council on public hearings, resolutions, and related requirements.

Old Town/Maiden Lane Sewer: Design/Construction Phase

Bruin Road:

- Completed first Low Moderate Income (LMI) sewer hookup. Follow-up contact with remaining resident's week of March 29 and April 5 to prepare hookup package for remaining LMI services.

Church Street:

- Sewer trunk line completed and accepted by BJWSA.

Maiden Lane:

- BJWSA has selected contractor.
- Work scheduled for week of April 19, 2010 to minimize impact on tax preparation businesses along Bruin Road.

Stormwater-Small Projects: Design/On Going Construction Phase

- Discussions continue regarding upgrading maintenance program and self perform versus subcontracting.

Verdier Cove Drainage Basin: Implementation Phase

- Submitted staff's and engineer's summary findings and recommendations to Council.
- Coordinating surveyor, contractor, and engineer to restart ditch maintenance beginning at the power easement and continuing south to Red Cedar.

Park Development

Parks & Recreation Improvements: Concept Phase

- New River Trail Repairs: Work was completed March 23, 2010.

Oyster Factory Park: Implementation Phase 1

- Phase 1 construction project: Road and drainage, erosion control, boat launch all out for bids. Proposals are due April 22, 2010.

New River Trail Head: Design Phase

- Construction for parking lot project out for bids. Proposals are due March 22, 2010.

DuBois Park: Concept Phase

- Park was proposed as a high priority for FY11 project by the Planning Commission. A four phased plan was proposed. The Planning Commission recommendations include the park.
- Budget estimates completed. Working with Finance to determine funding options for Council's consideration.

Roadway Improvements**Buck Island/Simmons ville Pathway: Concept Phase**

- Potential for transportation enhancement funding with SCDOT, but existing grant must be closed.
- Other sidewalk grants become eligible when the school is operational.

Road & Transportation Update: Ongoing

- Transportation related meetings are regional road information sources. Staff attends the meetings as needed (see attachment 2).
- The road update (attachment 3) includes information on sales tax projects, state, federal, and other projects. Updates will be provided quarterly or when significant items are identified.
- Significant items this period includes:
 - Overlays of several roads in Old Town were approved by Beaufort County Transportation Committee.
 - Plantation Park Frontage Road construction contract was approved by County Council.

Attachments: 1. Verdier Cove Drainage Basin
2. Transportation related meetings
3. Roads Update

Verdier Cove Drainage Basin

Attachment 1

Action Items Update 3-29-2010

Number	Activity	Status
1	Remove sections of the logging road in B-11	Complete
2	Survey Bluffton Park Lagoons (B-9, B10 & B-5)	Complete: Lagoons constructed per design documents
3	Verify flow south of Hidden Lakes	Completed: Thomas & Hutton confirmed flow moves south into B-11 where historical flow is to the North
4	Perform Ditch Maintenance	1) Power easement north to Hwy. 278 completed 2) Starting maintenance from power easement south to Red Cedar.
5	Temporarily block flow from to parcel B-11 and into Teardrop Lagoon	Part of Phase 3
6	Supplemental Measurements	Completed Report submitted March 16, 2010
7	Lower operating levels of B-9, B-10 & B-5 to planned design level of 17'	Hold pending results of activity #4
8	Determine basis of Stockfarm filtration outflow	Hold pending results of activity # 4

Transportation Related Meetings - Engineering

Attachment 2
March 29, 2010

Meetings	Members	Meeting Information	Activity/Focus Town Action	Notes on recent meetings
Public Services Committee	<i>Chairman:</i> Herbert Glaze, <i>members:</i> Steven Baer, Gerald Dawson, William McBride, D. Paul Sommerville, Brian Flewelling and Jerry Stewart	This is the first meeting on a road project prior to council, meets the 2 nd Tuesday. Attend to observe and possibly speak as a concerned citizen when road projects are on the agenda.	Activity: Town observation Focus: Engineering. Town Action: No Town action.	Ongoing discussion regarding funding of sales tax roads. Approved BTAG recommendations. Recommended approval of engineering funding for Beaufort streetscape.
Beaufort County Council	<i>Chairman:</i> Wm. Weston J. Newton, <i>members:</i> Rick Caporale, Steven Baer, Stewart Rodman, William L McBride, Gerald Dawson, Paul Sommerville, Herbert N. Glaze, Brian Flewelling, Jerry Stewart, Laura Von Harten.	The council meets every 2 nd and 4 th Monday. Attend as an observer when road projects are on the agenda.	Activity: Town observation Focus: Engineering. Town Action: No Town action.	Continuing to monitor sales tax projects. Approved contract for design of Beaufort streetscape. Approved BTAG recommendations for road funding.
Lowcountry Council of Governments Transportation Committee	<i>Chair:</i> George Williams, <i>members:</i> Herbert Glaze, Bill Young, Evon Robinson, Lloyd "Tootie" Griffith, Charles "Buddy" Phillips, Dr. George Hood, L. Cleland.	The LCOG Transportation Committee provides preliminary review of transportation needs for the LCOG. They have a great deal of influence on roads and the Surface Transportation Improvement Program (STIP) with the ability to recommend roads to be added to the STIP and roads to be deleted from the STIP. Meetings are held on the fourth Thursday of every other month at 4:45 p.m. The next meeting is in September. Meetings are held at Point South.	Activity: Town observation Focus: engineering. Town Action: COG may vote on Transportation Committee recommendations. Important to have a voting member attend the COG on nights when Transportation Committee meets. Suggested staff brief member before COG meeting	Committee added Buck Island/May River Road intersection to safety projects. Roundabout discussed as improvement. To be designed.
Lowcountry Regional Transportation Authority	<i>Chairman:</i> J. Craig Forrest, <i>members:</i> Christopher J. Hutton, Dick Stewart, Louise Pinkney, Lloyd E. Jones, William Borum, Jenny Carter, Vice Chairman (Pending)	Primary provider of public transportation (Palmetto Breeze) for the Lowcountry region and is responsible for overall administration and policy development of the Authority. Meetings are held on the last Wednesday of each quarter at 2:00 p.m. Meetings last approximately one hour. Meetings are held at Headquarters located at Bluffton Facility.	Activity: Town observation Focus: Engineering Town Action: No Town action.	

Transportation Related Meetings - Engineering

Attachment 2
March 29, 2010

Meetings	Members	Meeting Information	Activity/Focus Town Action	Notes on recent meetings
Beaufort Transportation Advisory Group	<i>Chairman</i> Wm. Weston J. Newton, <i>members:</i> Stu Rodman (Vice Chair), Herbert Glaze, D. Paul Sommerville, P. J. Tanner, Robert G. Gross, Sr., Tom Peeples, Billy Keyserling, Samuel Murray, Lisa Sulka, J. L. Goodwin, Bronco Bostick, Jenny Carter	This meeting is only called when necessary. It is comprised of political persons from Beaufort County, Bluffton, Hilton Head and Hardeeville. BCTAG is a policy advisory group made up of elected officials from Beaufort County, its municipalities, SCDOT, the Sheriff's Department, the Beaufort County Transportation Committee, and Palmetto Breeze. The Mayor is part of TAG. BCTAG reviews and offers recommendations on transportation improvements, funding options and transportation planning initiatives such as access management plans.	Activity: Town participation Focus: Engineering. Town Action: Voting rights. Staff briefing prior to meeting is suggested.	BTAG recommended sales tax project priorities. Included 278 widening and Bluffton Parkway 5A funding without flyover construction.
Beaufort County Transportation Committee	<i>Chair</i> Robert G. Gross, Sr., <i>Members:</i> Richard Titus, Paul Chisolm, Mark McCain, Robert G. Gross Sr., Irvin Campbell, Patti Cowart, Jeffrey Gardner, Harvey Rivers, Dick Waltz	This meeting is a regularly monthly meeting designed to determine expenditures of the tax monies from the state for roadway improvements. Many of these improvements are upgrades to dirt roads.	Activity: Town observation Focus: Engineering. Town Action: Likely Town may be able to nominate members. Richard Titus is Town's nominee and local committee member.	BCTC working on criteria for dirt road paving. Approved overlay roads including several roads in Old Town.
Southern Beaufort County Transportation Committee	<i>Members:</i> Colin Kinton, Robert Klink, SCDOT Representatives, Design Engineers, Other municipal engineers	This meeting is a regular semimonthly meeting. The discussion topics include the sales tax road projects, other major road projects and SCDOT projects in the area. Generally held the 3rd Wednesday of every other month at the Bluffton or Hilton Head libraries.	Activity: Town participation Focus: Engineering Town Action: Staff level. Information gathering committee.	Discussed sales tax projects and other regional transportation issues.

Transportation Related Meetings - Planning

Attachment 2
March 29, 2010

Meetings	Members	Meeting Information	Activity/Focus Town Action	Notes on recent meetings
Southern Corridor Review	<i>Members:</i> Laura Barrett, Martha Crapse, Joseph Hall, Jakie Lee, Ed Pinckney, James K. Tiller, one vacancy.	The Southern Corridor Review Board Members review development projects located south of the Broad River. The Corridor Overlay District guidelines require the review of architecture, landscape and lighting plans of new development along the highway corridors. Meetings are held on the first and third Monday of each month at 2:30 p.m. Meetings last approximately two hours. Meetings are held at Holiday Inn Express, Kitties Landing, Bluffton.	Activity: Town observation Focus: Planning. Town Action: Likely Town may be able to nominate members.	
Southern Beaufort County Subcommittee	<i>Chair</i> Diane Chmelik, <i>members:</i> Brian Flewelling, W. Edward Riley, Robert Semmler, E. Parker Sutler.	The Subcommittee of Beaufort County Planning Commission meets every 2 nd Thursday at 5:30 p.m. at the Bluffton Library Meeting Room. The 5-member subcommittee consists of members from the Beaufort County Planning Commission and was created by the Beaufort County Planning Commission to provide improved local representation and public access to planning meetings rather than residents having to drive to Beaufort. The subcommittee reviews and makes recommendations on all planning matters in Southern Beaufort County, including comprehensive plan items, rezoning amendments, and more. The recommendations of the subcommittee then go to the Beaufort County Planning Commission.	Activity: Town observation Focus: Planning. Town Action: No Town action.	
Beaufort Southern Regional Plan Implementation Committee	<i>Implementation Committee members:</i> Chris Bickley, Bronco Bostick, Laura Bush, Alan Herd, Kenneth Heitzke, Dean Moss, Weston Newton.	The Implementation Committee of the Southern Beaufort County Regional Plan is an ad hoc committee, whose function is to prioritize implementation actions from the adopted Southern Beaufort County Regional Plan, and to oversee and advocate the implementation of the Plan. The Committee will oversee three staff level Working Groups (Land Use, Natural Assets and Transportation) that will be charged with completing the implementation tasks assigned to them by the Committee. The Committee will establish policies that require public participation at the Working Group level when specific implementation items are addressed. The voting members of the Implementation Committee consist of one elected official from the three participating local governments--Beaufort County and the Towns of Bluffton and Hilton Head Island; an additional member selected by the three elected officials; and one representative each from the Beaufort County School District, Beaufort-Jasper Water Sewer Authority, Lowcountry Council of Governments, the Town of Hardeeville, and Jasper County. Meeting Schedule: August	Activity: Town observation Focus: Planning. Town Action: Likely Town may be able to nominate members.	Committee not active as of 3/17/10

Transportation Related Meetings - Planning

Attachment 2
March 29, 2010

Meetings	Members	Meeting Information	Activity/Focus Town Action	Notes on recent meetings
Greater Island Transportation Group	<i>Chair</i> Darrin Shoemaker, <i>Members:</i> David Axene, Frank Babel, Steven M. Baer, Dr. Frank Bowen, Bruce Fairchild, Albert J. Gresin, Alan L. Herd, Dr Robert J. Hohman, Henry "Hank" Johnston, Stewart H. Rodman.	The committee meets the last Tuesday of each month at 8:00 at the Wexford Clubhouse in Hilton Head. They discuss issues related to traffic in the southern Beaufort County region.	Activity: Town observation Focus: Planning Town Action: No Town action.	

Roads Update

Attachment 3
March 29, 2010

Project	Scope	Status	Comments
Burnt Church	widening from 2 to 4 lanes from 278 to Bluffton Parkway.	Conceptual Design: Complete Design: Complete ROW Acquisition: Complete Bidding: September 2008 Construction: Complete	Project in warranty phase <i>Note: Burnt Church overlay is being planned from Bruin to previous construction. Intersection of Burnt Church and Bruin being considered for roundabout.</i>
Simmons ville Road	widen from 2 lanes to four lanes from 278 to Bluffton Pkwy.	Conceptual Design: Complete Design: Complete ROW Acquisition: Complete Bidding: Complete Construction: Underway	Project being constructed concurrently with 46 under one construction contract - Rea Construction <i>Note: Simmons ville overlay is being scheduled for the remainder of roadway</i>
Bluffton Road - SR 46	widen from 2 lanes to four lanes from 278 to Bluffton Village.	Conceptual Design: Complete Design: Complete ROW Acquisition: Complete Bidding: Complete Construction: Underway	Project being constructed concurrently with Simmons ville under one construction contract - Rea Construction <i>Note: Town is working to reduce vehicle lanes from Bluffton Village to May River Road for traffic calming and pedestrian access.</i>
Bluffton Parkway – Section 5A	construction of a 4 lane roadway from Hilton Head bridges to Burnt Church including flyover bridge to tie to 278. Anticipated cost is \$60M. Power to Hilton Head will dictate construction and design of utility relocations.	Conceptual Design: Complete Design: Nearing completion ROW Acquisition: Nearing completion Bidding: TBD Construction: Not begun	Due to lack of impact fees, project is being considered in phases with bridge being temporarily postponed. A prebid meeting is being scheduled for the near future. Construction should begin this summer.
Bluffton Parkway – Section 5B	realignment of section between Simmons ville and Buckwalter to provide continuous route to 170.	Conceptual Design: Complete Design: On hold ROW Acquisition: Postponed Bidding: TBD Construction: Not begun	Funding priorities have resulted in this project being placed on hold indefinitely.

Roads Update

Attachment 3
March 29, 2010

Project	Scope	Status	Comments
SR 170 - Okatie Highway	widen to 4 lanes between 278 and May River Road, widen to 6 lanes between 278 and Tidewater	Conceptual Design: Complete Design: Nearing completion ROW Acquisition: Underway Bidding: TBD Construction: Not begun	Project broken into 3 phases. 46 to Bluffton Parkway. Bluffton Parkway to 278 and 278 to Tidewater. Right of way issues are biggest hindrance to progress. Town has requested modifications to design in section between Bluffton Parkway and 278. Funding and design considerations per Town's requests also affect construction.
US 278 Widening	widen to 6 lanes from Simmonsville Road to SR 170.	Conceptual Design: Complete Design: Underway ROW Acquisition: Minimal and near completion Bidding: TBD Construction: Not begun	This project being expedited. WQ issues of concern to Town. Stimulus funds have been requested for this project. Project letting scheduled for July 2010.
US 278 Frontage Roads	The Gatherings at Salt Marsh, Tanger Outlet, east of Burnt Church, Buckwalter Commercial, west of Buckwalter Pkwy, St. Gregory by Berkeley Hall, north side east of Buckwalter Pkwy, Rose Hill, west of Buck Island Rd, Plantation Business Park, from Buck Island to Simmonsville.	Conceptual Design: In phases-underway Design: In phases ROW Acquisition: Underway Bidding: TBD Construction: Not begun	Rose Hill removed from scope. Gatherings frontage road under construction. Buckwalter Road is preliminarily designed and waiting developer to construct. Tanger Outlet is in design. St Gregory's has construction bids awaiting outcome of litigation with Berkeley Hall. Plantation Business Park construction contract approved by County Council.
Local Roads	overlay of Mellichamp, Church, Wharf, Boundary, Jason, Whispering Pines, Allen, Goethe and Shults	Conceptual Design: N/A Design: N/A: Overlay ROW Acquisition: N/A Bidding: TBD Construction: TBD Likely 2 phases	Approved by Beaufort County Transportation Committee
Pathways	Focus is on Buck Island/Simmonsville Pathways	Conceptual Design: Underway Design: Partially complete ROW Acquisition: Not started Bidding: TBD Construction: Not begun	The school is constructing sidewalks on their property. SCDOT is constructing sidewalks between the school and Wellstone development on the east side. Staff is considering sidewalk installation with next year's CIP. Staff has begun discussions with the state re TE grants and Safe Routes to Schools

Roads Update

Attachment 3
March 29, 2010

Project	Scope	Status	Comments
Intersections	several intersection and other road improvements being proposed for COG Guidesshare projects	Conceptual Design: TBD Design: TBD ROW Acquisition: TBD Bidding: TBD Construction: Not begun	Intersections include Bruin at Burnt Church, Gibbett at SC 46, Buck Island at 46 (now in STIP) Hampton Parkway at 278. Other improvements are SC 170 overlay (46 to Bluffton Pkwy), Buck Island Road widening and pathways (Bluffton Parkway to 278) Old Miller at Lake Point connector road